



Dave Heineman
Governor

STATE OF NEBRASKA

DEPARTMENT OF ADMINISTRATIVE SERVICES
Carlos Castillo, Jr.
Director

MEMORANDUM

DATE: March 11, 2009

TO: All Agencies, Boards and Commissions
Attention State Finance Officers

FROM: Gerry A. Oligmueller, State Budget Administrator

SUBJECT: Federal Stimulus Application and Award Letter

The Legislative Fiscal Office has asked to be informed of agency application and award of federal "stimulus" funds (ARRA – HR 1 American Recovery and Reinvestment Act).

To fulfill this request, I am requesting two actions from your agency as you apply for and are awarded these funds.

The message of previous correspondence remains the same: all stimulus fund applications need to be reviewed and approved by the Policy Research Office, the Budget Division and the Governor's Office.

Once that review and approval process is complete, we ask you to forward two documents, the fund application and the grant award letter to the following people:

1. Mike Calvert Legislative Fiscal Analyst mcalvert@leg.ne.gov
2. The assigned Legislative Fiscal Analyst for your agency
3. Betty Hladky Budget Office Business Manager Betty.Hladky@nebraska.gov

The application form and award letter may take different form depending on the program funded. Please use the documents that are most informative in communicating the funding to the Legislative Fiscal Office and the Budget Division at the time of the application and at the time of the award notification.

Our accounting guidance also asks that the grant award letter be provided to Ron Carlson in State Accounting. Please follow your usual business practice in communicating with State Accounting to provide the grant award letter and in setting up the new business unit and category code for each award.

Thank you for your cooperation.

cc. Mike Calvert Legislative Fiscal Analyst